

THE CRIMINAL CORNER

Let's play musical chairs...

In the past two years, the Criminal Division has experienced some significant personnel changes! First, a new Court Services Manager arrived in March of 2000. Shortly thereafter, Jackie Morris left the division to assume her current position as Judge Falahee's Court Officer. Alison Haakinson took her place as arraignment clerk, and Ila Hinkley moved to the window. In August, Brenda VanDyke hired in and relieved Ila as our window clerk, Sue Hogle accepted a position with the Prosecutor's Office, Teresa Campbell joined the team as our warrant clerk, and Tracey Nees began as our casual clerk. In January of 2001, Brenda VanDyke left to take a position with Lumen Christi High School, and Tracey became a full-time Deputy Clerk taking over at the window. Jessica Tucker joined us as our new casual clerk and stayed until accepting a position in the Traffic Division in March. Shellie Sanders hired in as our new casual, but didn't stay long before moving in as a full-time Deputy Clerk in the Probation Division. Melanie covered our casual position until Julie Brown took over in the fall of 2001. In the spring of 2002, Ila moved to the Probation Division and Tracey shifted to become our courtwork clerk. Melanie Majumder came from the Civil Division to cover our window and Carol Crampton filled in for Julie who left on maternity leave.

A few months later, Tracey left to take a position with the Friend of the Court. On the heels of that, came a three-way move within the District Court. Lori Dubay transferred to our division from the Civil Division, Melanie transferred to the Traffic Division, and Robyn Papaioannou hired in as a fresh face at our window! Finally, Ross Dandurand replaced Carol Crampton as our casual clerk when Carol left this past summer. Unfortunately, Ross bit off more than he could chew - 18 credit hours at school and 20 hours of casual work here - and has left our employ! Here we go again....

- Kathy Ellis, Court Services Manager

SOME TIPS FOR A SAFE HALLOWEEN:



- * Bring a flashlight. * Use sidewalks. * Don't cut across yards.
- * Wear reflective markings or clothing. * Avoid unfamiliar pets.
- * Eat dinner before trick-or-treating. * Inspect/Examine candy.
- * Accompany young children. * Drive slowly all evening.
- * Have designated drivers for adult parties.
- * If using real candles in a jack-o'-lantern, place pumpkin away from where trick-or-treaters may stand.
- * Remove from your yard any ladders, hoses, dog leashes, flowerpots, or other items that children could trip on.
- * Carry quarters to call home in case of an emergency.

-Adapted from The Children Safety Zone website

LEGAL LAUGHS

😊 I was signing the receipt for my credit card purchase when the clerk noticed I had never signed my name on the back of the credit card. She informed me that she could not complete the transaction unless the card was signed. When I asked why, she explained that it was necessary to compare the signature I had just signed on the receipt. So I signed the credit card in front of her. She carefully compared the signature to the one I had just signed on the receipt. As luck would have it, they matched!

😊 I live in a semi-rural area. We recently had a new neighbor call the local township administrative office to request the removal of the Deer Crossing sign on our road. The reason: too many deer were being hit by cars and he didn't want them to cross there anymore.

😊 My daughter went to a local Taco Bell and ordered a taco. She asked the person behind the counter for "minimal lettuce". He said he was sorry, but they only had iceberg.

😊 Two lawyers walked along a city street, negotiating a tough case. "Look," said the first lawyer, "let's just be honest with each other." "Okay," the other replied, "you first." That was the end of their conversation.

😊 An incompetent attorney can delay a trial for years or months. A competent attorney can delay one even longer.

- Evelle J. Younger

Mocktails, anyone? Yikes!

A recent survey revealed that 57 percent of employees have gotten drunk at an office Christmas party. As a result, many companies have stopped holding evening parties where drinking is more customary, switching to luncheons. Some companies are eliminating year-end festivities altogether. Safety is one factor. Employers do not want to be responsible for the behavior of those who overindulge.

- Adapted from the Orlando Sentinel

BLACK HALLOWEEN PUNCH

Here's a fun, creepy recipe guaranteed to delight! Make a punch drink and float a frozen hand in the bowl. To make the hand, wash out a disposable plastic glove, fill it with water, seal it with a rubber band, and put it in the freezer. When you're ready to serve the punch, briefly submerge the glove in warm water. The frozen hand will slide right out. Then float the hand in the punch bowl for a goulash effect!

- * 1 (.13 ounce) packet unsweetened grape drink powder
- * 1 (.13 ounce) packet unsweetened orange drink powder
- * 2 cups white sugar
- * 3 quarts cold water
- * 1 liter ginger ale

Mix first four ingredients together. Add ginger ale just before serving. (from allrecipes.com)

IN & AROUND OUR COMMUNITY...

* **Local Judicial Candidates will debate...**at the County Commission Chambers on Tuesday, October 15 at 7:00 p.m. John McBain & Eric White will face off for the Circuit Court position opening upon Judge Perlos' retirement. And Joe Filip & Darryl Mazur will debate the issues pertinent to the District Court position they are running for, which opens upon Judge Lefere's retirement later this year.

* **Theatre that Dripped Blood...**begins Thursday, October 17 at the Michigan Theatre and runs through October 20. For details, call 783-0811.

* **Scarecrow Row...**Scarecrows on display in downtown Jackson from October 21-27.

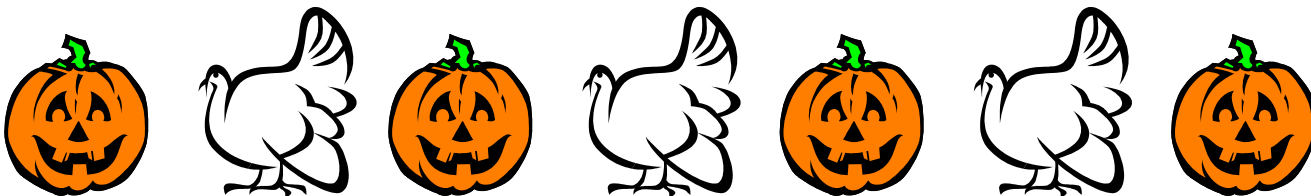
* **Ballet Folclorio...**A visual fiesta of Old Mexico at the Potter Center of JCC on October 27th. For details, call 796-8600.

* **Antique Show & Sale...**A showcase of over 40 dealers will be held at the Fair Events Center November 8th through the 10th. For details, call 764-4440.

* **Jackson Christmas Parade...**Welcome Santa to town on November 22nd in downtown Jackson! For details, call 764-4440.

* **Annual Christmas Light Show...**at the County Fairgrounds will begin November 22nd and run through December 25th! Don't miss it!

* **Cinderella...**A musical written by Rodgers & Hammerstein, will be performed at the Potter Center at JCC on December 1st. For details, call 796-8600.



.... CAPITOL HAPPENINGS

Courtesy of Gongwer News Service

Gubernatorial candidates Dick Posthumus (R) and Jennifer Granholm (D) met to debate the issues on October 7th in a 60-minute televised debate in Grand Rapids. The two will meet again in a debate on October 15th before the Detroit Economic Club. Although that debate won't be televised live, it will be shown later on MGTV.

The Hall of Justice opened October 8th to brisk autumn winds and more than 100 black-robed justices and judges. The building is the state's first permanent building to house the Supreme Court and Court of Appeals. While the structure had been criticized for its cost (\$88-million) its size and the fact that it blocks the view of the Capitol from the west, the building was praised by Lansing Mayor David Hollister as an enduring structure standing "on what was once a magnificent dirt parking lot." And Governor Engler called the structure, "the finest state judicial edifice in the United States, for the finest state judiciary in the United States." The Hall sits on Martin Luther King, Jr. Blvd. Between Allegan and Ottawa Streets in downtown Lansing.

LOCAL ELECTION NEWS

Courtesy of the Jackson County Clerk's Office

A registered voter may visit www.sospublius.org to find ballot content information, type of voting machine and instructions for casting a vote in his/her polling place, and polling location information (including a map). There are also links to candidate campaign sites for people wishing to research the candidates prior to voting! Our local Jackson County proposals and candidates were added to this website recently and should be accessible no later than October 9th. Check it out!

ODDS & ENDS

- ➔ The Jackson County Benefits Fair will be held Wednesday, November 13th from 9:30 a.m. to 5:30 p.m. in the Fair Events Center.
- ➔ Special Olympics fundraising winners include attorney Terry Klaasen, who won the U of M raffle, Dale Cross from Grand Rapids, who won the Harley Davidson motorcycle, and an unknown woman from the Marquette Correctional Facility, who won the trip for 2 to Scotland, China or the Caribbean.
- ➔ Jackie Morris won the back-to school raffle sponsored by the Sunshine Committee. The Committee is currently planning the annual Holiday Party, so look for details to come shortly. And the Poinsettia sale is coming up soon! Also **NOW** is the time to pay your Sunshine Dues and/or Casual Dress dues for 2002 if you've not already done so!
- ➔ THE GAVEL snack shop opened recently in the basement. Bob, who supervised security at the front desk, left his position with Guardian Security to take over the courthouse snack shop. He regularly has donuts and bagels in the morning, and various hot and cold lunches throughout the week, along with the stand-by cookies, candies, treats and beverages.

➔ CAREFUL WHATCHA WISH FOR... just ask Shellie Sanders of the Probation Department. On July 29th Shellie wished far too hard that it would rain at precisely 4:00 p.m., when Vicki Hines and Teresa Campbell were to leave work, even though it had been a beautiful, sunny day until approximately 3:00 p.m. The entire office laughed and chuckled that there would be no way it would possibly rain at that time. Again Shellie insisted that it would rain at precisely 4:00 p.m. but the rain would stop at 4:30 p.m. when it was time for her to go home. She told us she could make it rain and, low and behold, at precisely 4:00 p.m. as we were leaving work, the sky opened up and it began to pour! Pouring rain so hard we had to wait for 20 minutes to leave or risk drowning on the way to our cars! She did make it rain and - you're not going to believe this - the rain stopped, the sun shone, and it was beautiful at 4:30 p.m. when Shellie left! How did she do this you wonder? We figured it was witchcraft.

The following morning Teresa and I decided that something must be done about this type of behavior. After all, trying to drown your coworkers had to be illegal, so we sought the advice of one of the Judges who advised us that a warrant must be obtained. Later that day, a warrant was prepared for Mrs. Sanders, who was charged with four counts: Ct. 1: Fraud-Impersonating a Meteorologist, Ct. 2: Fraud - Impersonating a Deputy Clerk, Ct.3: Harassment, and Ct. 4: Practicing Witchcraft. On August 2, 2002 Mrs. Sanders was arrested at her place of employment and arraigned by the Honorable Charles J. Falahee, Jr. Judge Falahee found the defendant guilty of all charges and sentenced her to 10 days Community Service in the homes of the victims, Vicki Hines and Teresa Campbell.



So the next time you want to wish something on your buddies, you might want to stop and consider the punishment that Mrs. Sanders was given.

UPDATE: A warrant will soon be sought for Mrs. Sanders for failure to execute sentence, as the defendant has failed to serve any time cleaning my home? How about yours Teresa?

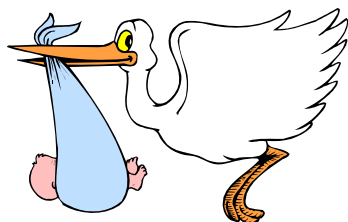
- Contributed by Vicki Hines

Photos by Teresa Campbell

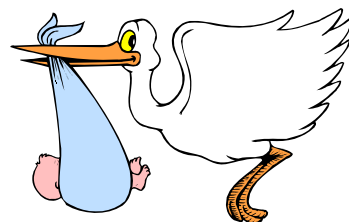
➔ THE COUNTY GOVERNMENT MALL SHOW will be held Saturday, October 12 at the Jackson Crossing Mall from 10:00 a.m. to 4:00 p.m. The Court will host their annual display and the Committee is to be commended for their hard work and creativity! Be sure to stop out at the show and tour not only our own display, but those of other County departments as well. Kudos to Committee members: Cindy Southworth, Teresa Campbell, Alison Haakinson, Vicki Hines, Lori Dubay, Kim Nordyke and Kathy Ellis!

➔ COURTHOUSE CANDID CAMERA! *The Informant* secret photographer caught the Court Administrator in the act of cleaning his office recently! We don't know how well he did, however, because his furry friend, Midnight, was spotted scurrying around his office. We'll have to hang a sign on his door that reads, "Please don't feed the animals!"





THE BABY PAGE

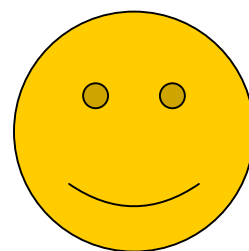


There must be something in the water...

If you've not heard yet, the District Court will be expanding its family in 2003, with **FOUR** of our members expecting bundles of joy next year! Anethia and Karen Taylor will start the year off right, with both of them expecting boys on January 2nd. Shellie Sanders and Alicia Windmon are also expecting, with Shellie due on March 5th and Alicia due on June 3rd. We wish all the Moms well, and look forward to seeing baby pictures soon!

CONGRATULATIONS also go out to Angie & Ron Warnsley who are proud grandparents to a new grandson! Tyreik Anthony was born July 30th, weighing in at 7 pounds, 6 ounces, and continues to bring joy to parents and grandparents alike!

Happy Birthday to You, Happy Birthday to You, Happy Birthday Dear...



OCTOBER

2 Karen Coffman
14 Kathy Bellew
15 Tammy Barrett
21 Karen Taylor
21 Jessica Tucker
27 Judge Lefere

NOVEMBER

1 Robyn Papaioannou
15 Mike Dillon
16 Diane Gallinetti
17 David Zomer
21 Rene Bergeron
24 Tammy Bates

May you have a wonderful birthday & memorable year ahead!

If you would like to submit a story or information to be printed in *THE INFORMANT*, please contact Kathy Ellis.

THE INFORMANT publication team:

- Editor.....*Kathy Ellis, Court Services Manager-Criminal Division*
- Contributing Staff Writers:
- Administration.....*Anethia Brewer, Deputy Court Administrator*
- Traffic*Chad Surque, Court Services Manager-Traffic Division*
- Civil*Karen Coffman, Court Services Manager-Civil Division*
- Probation*Tammy Bates, Chief Probation Officer*
- Collections/Courthouse Security.....*Rick Bradley, Chief Enforcement Officer*

THE INFORMANT staff wish to thank the following individuals for their contributions to stories within this issue:

- Vicki Hines, Casework Coordinator

Teresa Campbell, Warrant Clerk
- Suzanne Haas, Jackson County Clerk’s Office

Alison Haakinson, Arraignment Clerk

EMPLOYEE FOCUS GROUP MEETING MINUTES

March 12, 2002

MEMBERS PRESENT: Bellew, Campbell, Dillon, Dubay, Jones, Kelley, Merritt, Nordyke & Warnsley

TRANSFERRING OF TELEPHONE CALLS - It was once again mentioned that the staff is receiving phone calls that do not appear to have been screened appropriately.

This issue has been discussed for several months. C/A advised that he is convinced that support staff is fully aware of the expectations concerning the transferring of telephone calls.

DNR TICKETS - A request was made to change the letter designation for conservation tickets. Traffic uses the letter "C" as the designator. The State Police is also using the letter "C" as a designator. Consequently, problems arise with the filing and retrieving of these citations.

It was discussed in the Administrator Meeting to change the conservation designator from C to DN. Hence all conservation tickets will include the DN designation.

PTO BANK – HOLIDAY PAY - A request was made to allow employees that work four ten hours days to work an additional 26 hours at the beginning of a year so that these hours could be banked and used to supplement the two hours of PTO time that is needed for the eight hours of holiday pay.

C/A advised that employees are allowed the option of working eight-hour days during the week there is a paid holiday day.

FOOD IN THE WORKPLACE - A concern was raised whether or not the administration of the court is uniformly enforcing the restrictions on food consumption in the workplace.

C/A advised that the enforcement issue would be addressed at the next Admn. Meeting. C/A advised that he is aware that often the criminal clerks do not take a lunch hour and prefer to eat their lunch while working through their lunch hour. C/A advised that this practice would no longer be allowed, as any work that is performed which benefits the employer would be subject to overtime.

EMPLOYEE FOCUS GROUP MEETING MINUTES

March 12, 2002

This issue was discussed at length during the administrator's meeting. It was determined to enforce the existing work rule, which states "Personnel shall not openly display food at their desk during work hours. Snacks may be permitted provided that they are eaten discreetly and the container is out of site."

Employees will no longer be allowed to eat their lunch at their desks. It was determined that there is an adequate number of places for employees to eat their lunch other than their workstations. Employees that have offices will be allowed to eat their lunch in their office provided that the food is not openly displayed. Employees that do not have offices are encouraged to use the conference room, employee break rooms, or other enclosed offices that may be available.

KUDOS – The traffic department wanted to acknowledge the assistance that they have received from Cindy Southworth and Kathy Ellis. Both employees have have been accessible and extremely helpful solving problems when they arise.

The criminal division wanted to acknowledge Tresses Jones for her recommendation to have an assigned parking spot for the Employee of the Year.

TIGER GAME BUS TRIP – The court will be planning a bus trip to a Tiger Game for court employees. The trip will be scheduled during the summer months.

POP MACHINE ON THE 2ND. FLOOR - A request was made to have a pop machine located on the 2nd., floor.

C/A advised that he was opposed to implementing this request, as staff would likely become involved in making change and monitoring the pop machine. Further, the presence of the machine would increase the amount of consumption of pop in the hallways of the 2nd floor. The consumption of food and beverages is prohibited in the hallways of the 2nd floor.

RED-LINE POSITIONS - It was mentioned that the court recorders are no longer red-lined, however, there may be some problems the amount that they are being paid.

C/A advised the D/C/A to confer with the recorders and discuss the issue with the County's Human Resources Department.

EMPLOYEE FOCUS GROUP MEETING MINUTES

March 12, 2002

DISSATISFACTION WITH THE DIGITAL SOFTWARE PROGRAM - It was mentioned that Gloria is somewhat dissatisfied with digital recording platform. There appears to be a considerable amount of background noise. The source of the noise has been identified as the air conditioning units located outside of Judge Justin's courtroom.

C/A advised that he would like to test the digital recording platform when no air conditioning units are running to determine if the background noise is exclusively related to the operation of the air conditioning units. If the noise is directly relates to the operation of the air conditioning units, the administration of the court will investigate ways to eliminate or reduce the background noise.

<u>DEPARTMENT</u>	<u>DIVISIONAL MORALE</u>	<u>COURT MORALE</u>
Civil		
Collections	5	7
Court Officers	9	8
Court Recorders	5	7
Criminal	9	9
Probation (Agents)	7	7.3
Probation Clerks	8	8
Traffic	5	5
AVERAGE	6.86	7.33

Rating are based on a score of 0 (low) – 10 (high)

12TH JUDICIAL DISTRICT COURT

SUNSHINE COMMITTEE

BY-LAWS

Adopted: May 4, 1994
Amended: April 28, 1995
Amended: August 31, 1995
Amended: March 4, 1998
Amended: October 6, 1999
Amended: March 1, 2001

The Sunshine Committee of 12th District Court was established May 4, 1994, to acknowledge significant occasions for all 12th District Court employees.

EMPLOYEE CONTRIBUTION GUIDELINES:

Commencing January 1st of each year (or the first payday in January), participating members shall pay \$12.50 which will cover any expenses incurred from January until June. On June 1st of each year (or the first payday in June) another \$12.50 will be collected from members to cover expenses from June through December of the current year. Members who wish to pay **\$25.00** at the beginning of the year may do so and will be credited for the same.

All Casual (part time employees) and ISP officers who wish to participate in the committee may do so for \$12.50 for the entire year.

Note:

- *Sunshine dues are non-transferable to other employees.*
- *If former employees of District court wish to attend the year-end Holiday Party, and have not paid their sunshine dues in full, they may do so for the cost of meals.*

REMINDER NOTICE:

Semi-annual statements of **outstanding** dues will be provided in February and July to participating members showing their current balance owed.

FINANCIAL STATEMENTS:

An annual financial statement will be prepared and distributed by the Treasurer to members advising of the financial status of the fund. This will be done at the end of each year. A total amount of \$25.00 will be earmarked as carry-over funds to begin the following year.

ITEMS NOT COVERED UNDER FUND BY-LAWS:

If an item should come up that is not covered under the Sunshine Committee By-Laws, an envelope may be circulated to employees for donations.

WHO/WHAT IS COVERED UNDER THE FUND:

The By-laws apply only to employees of 12th District Court who are **contributing members** of the Sunshine Committee fund. When cards are sent from this fund, they will simply be signed, 12th District Court Sunshine Committee.

These By-Laws do not preclude employees from doing things on their own. The intended purpose of the Sunshine Committee is to give everyone the opportunity to participate in acknowledging special circumstances.

From monies collected, the following events will be taken care of automatically:

RETIRING/RESIGNING EMPLOYEES:

Employees with 1 to 3 years of full-time service with the 12th District Court will be recognized by the Sunshine Committee with a cake and punch reception. This would not preclude a separate effort, such as potluck luncheon on behalf of the employee by his/her respective department.

*Employees who have been with 12th District Court for 3-5 years from commencement of full-time service will receive \$25.00 in the form of a gift, gift certificate or check.

*Employees who have been with 12th District Court 6-10 years from commencement of full-time service will receive \$50.00 in the form of a gift, gift certificate, or check.

*Employees who have been with 12th District Court 11-15 years from commencement of full-time service will receive \$75.00 in the form of a gift, gift certificate or check.

*Employees who have been with 12th District Court for 16 or more years from commencement of full-time service will receive \$100.00 in the form of a gift, gift certificate, or check.

The department the employee works for will independently meet to decide whether the allotted amount should be given by gift, gift certificate, or check.

*A cake and punch reception will also be provided for each of the above.

SEPARATED EMPLOYEES:

Employees who are separated from 12th District Court for reasons other than retirement or resignation will not be recognized with any action from the Sunshine Committee. This would not preclude a separated effort on behalf of any department as mentioned in Items Not Covered Under Fund By-Laws.

WEDDINGS:

A gift in the amount of \$50.00 will be given for marriages (per event) of District Court employees only. The department the employee works for will meet independently to decide whether the allotted amount should be given by gift, gift certificate, or check.

BIRTHS:

A gift in the amount of \$25.00 will be given for a child/children per birth or adoption by an employee (or employees spouse) of 12th District Court. The department the employee works for will meet independently to decide whether the allotted amount should be given by a gift, gift certificate or check.

HOSPITAL STAY:

If an employee is hospitalized for 2 nights or longer, a \$15.00 - \$20.00 plant will be sent. If an employee's spouse or children are hospitalized for 2 nights or longer, a card will be sent. A card (s) will be sent for long-term illnesses (30 day minimum).

DEATH OF EMPLOYEE OR RELATIVE:

In the event of a death of an employee, employee's spouse or children (including step, foster, and adopted), up to \$50.00 will be spent for flowers, cash donation to the family, or a donation to a memorial fund as requested by the family. Up to \$25.00 will be spent on the above mentioned items in the event of the death of an employee's parent.

In the event of a death of an employee's stepparents, foster parents, brothers, stepbrothers, sisters, stepsisters, grandparents, grandchildren and parents-in-law, a \$15.00 plant/flowers will be sent. It is at the discretion of the employee's department to do more than is written in the By-Laws.

NOTE: Any flowers, gifts, etc. that could not be sent, will be delivered by an officer employed in the same department as the effected employee.

SOCIAL EVENTS COVERED:

The Sunshine Committee will plan at least 4 events per year for all contributing members of the fund. It is at the discretion of the Committee to decide which events will take place.

FUND ACCOUNTS:

A Savings Account and Checking Account have both been opened in the name of SUNSHINE COMMITTEE. The Committee reserves the right to choose the institution to handle its finances that offers the best interest rates and/or packages on savings and checking accounts. All deposits and checks written will be used solely for the benefit of the said Committee as outlined by the By-Laws. (Currently, we must maintain a balance of \$150.00 to avoid a \$3.00 monthly charge at the Jackson City/County Credit Union. A \$6.00 fee will be charged to our account for a new check order of 75 checks.)

PURCHASE OF SUPPLIES:

Cards, stamps, and supplies will be purchased as needed from the monies collected from participating members.

COMMENTS OR SUGGESTIONS:

Members are encouraged to review the By-Laws and submit in writing any comments to any of the officers of the current Sunshine Committee. Suggestions/comments are welcome and can be submitted anonymously, if desired.

January 10, 2003

«First_Name» «Last_Name»
«Address»
«City», «State» «Zip»

Dear «First_Name»:

I want to thank you for volunteering your time to serve on the Sunshine Committee over the past year. I realize that you are probably like most people and have a very busy and hectic schedule. The success of any organization depends upon the dedication of its members. Your willingness to participate as a member of the Sunshine Committee is most appreciated by the administration of the court. In an effort to show our appreciation for your participation we will be scheduling a "Thank You Luncheon" after the first of the year.

Thank you,

Michael J. Dillon
Court Administrator

12TH JUDICIAL DISTRICT COURT

EMPLOYEE OF THE YEAR NOMINATION GUIDELINES

Guidelines:

1. Each employee may nominate up to **three** individuals.
2. Nominations are to be submitted to the Deputy Court Administrator.
3. The Administration of the Court will review and select recipient.
4. The Recipient will be recognized at the Annual Holiday Party.
5. No **group** nominations will not be considered for the award.

Criteria:

1. **Professionalism:**
Based on the nominee's interactions with others, knowledge of position, commitment to their profession etc.
2. **Customer Service:**
Based on the nominee's demonstrated commitment to provide the "highest quality of professional services" to all internal and external court customers.
3. **Attendance/Punctuality:**
Based on the nominee's commitment to daily attendance and punctuality.
4. **Internal/External Activity Participation:**
Based on the nominee's participation in court and county committees
5. **Teamwork:**
Based on the nominee's demonstrated commitment to teamwork within their respective division and other divisions of the court.
6. **Professional Development:**
Based on the nominee's commitment to developing themselves professionally through attendance at seminars, conferences, training programs and other developmental programs.